

Winchester Electoral Board Minutes

September 2, 2020

Office of Elections & Voter Registration

Present: Ms. Elson, Secretary, Ms. Tufts, Vice-Chair, Geoff Lukens, Chair, and Ms. Martin, Director of Elections/General Registrar.

Called to order by Geoff Lukens, Chair at 3:36 pm.

May and July meeting minutes along with June Canvassing minutes were approved

New Business:

Kim Ball-Head Officers for Merriman's Precinct submitted a letter with her thoughts and ideas which will be very helpful. She is asking for 15 Officers of Election.

Liz is saying 12 to 15 Officers of Election per precinct.

Liz found out the Medical Reserve will be back to help with cleaning. They will rotate between precincts.

Tamar found out that Old Navy will pay for their employees to work a full 8 hours as an Officer of Election on Nov. 3rd.

Training:

Liz will send out documents online for training on the OVO and OVI to the Officers of Election.

During the training of Officers of Election, the Registrar and Electoral Board will make sure they talk about wearing masks while working as an Officer of Election at the precinct in November.

Liz suggested having a lead officer for poll books, a lead officer for ballots, lead officer for OVO, and OVI. The lead officer will be in charge of the other officers in those positions. They will make sure the officer understands what to do. This will help the Head and Assistant Head Officer.

We will have to streamline the applicants that want to work on Nov. 3rd.

We have to make sure they are nonpartisan.

Election Supplies:

Liz purchased another OVO for early voting.

Care Money:

City of Winchester Office of Elections received Care Money of \$57,000. For items needed to setting and running the election during COVID 19 Pandemic.

Transporting of Election Supplies:

Liz will put in a request asking the City of Winchester to transport all of the supplies to the precincts so the Head Officers do not have to transport in their cars. The Head Officers would only be responsible for the crate, ballots, laptops, and the OVO.

Central Absentee Precinct has been officially moved to the Registrar's Building at 107 North East Lane. They will be set up in the conference area after the early voting has ended.

Officer of Election Hazard Pay:

Officers of Election who worked in June, Early Voting, and November Election will get hazard pay.

Tasks Assigned to Electoral board and Registrar before the Nov. Election:

Jody:

Order Permanent Meter Parking bags for Old Town Precinct.

Talk with Chris Matthias, Winchester Public Schools, Lynn Miller, Winchester Parks & Rec. Pastor Gibson, Christ Episcopal, and Steve, Victory Church about set up on Monday and Tuesday time frame and parking.

Call the Officer of Elections applicants.

Talk to Sally about PPE Supplies.

Geoff:

Crosswalk in front of the Registrar's Office.

Tamar:

Create signs about COVID concerns voting and Curbside voting.

Liz:

Moving OVO, OVI, Supplies, and Signs to the precincts for the Head Officers.

Follow up with Kim Balls Merriman's Floor Plan for Nov 3rd.

Meeting adjourned at 5:09 pm.

Respectfully Submitted,

Joanna P. Elson

Secretary on The City of Winchester Electoral Board